

## **MEMORANDUM**

This is to inform you of The Outpatient Surgical Procedures Data Act, Nebraska Revised Statutes Section 81-6,111 to 81-6,119. The Rules and Regulations for this law, Nebraska Administrative Code, Title 186; Chapter 6, became effective on June 22, 2005.

Enclosed you will find a copy of the Rules and Regulations for data collection, the data dictionary and reportable procedures.

The information must be reported to the Department not later than May 1 of each year for the previous calendar year and must be submitted in an electronic spreadsheet format. The Department uses the MS Excel program. For all required and optional fields the information should be laid out in columns precisely as shown in the data dictionary. Each row should be a single record and each column should correspond with a specific field. If any of the data are missing, that column or cell should be blank. The fields need to be in the correct order and the field format needs to be as shown in the data dictionary (e.g.: date must be mmddyyyy). The first row should be field names, and case information should start in row 2. Also, enclosed is a blank spreadsheet showing the format.

The reporting link through our Secure Mail Site will be established when you contact us either by phone 402/471-2180 or email [DHHS.ASC@nebraska.gov](mailto:DHHS.ASC@nebraska.gov). Thank you for your cooperation in automating this database and reducing state labor costs.